

## **JOB DESCRIPTION**

**JOB TITLE:** Occupational Therapist

**GRADE:** 16

**JOB CODE:** 2610

**DATE:** 11/9/95

**GENERAL FUNCTION:** Under the general supervision of appropriate medical personnel, has immediate charge of occupation therapy program planning and evaluation in a local health department , out-patient clinic and/or treatment center. May be responsible for coordinating and activating an affiliate occupational therapy program through agreement with various colleges and universities; and does related work as required.

### **CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

Plans and implements occupational therapy programs and activities.

Interprets recommendations, interviews and assesses capacities and limitations.

Reviews progress reports and consults with appropriate personnel.

Prepares and presents pertinent professional records and reports.

Consults and collaborates with psychiatrists in the placement of patients in occupational therapy work.

Initiates contact with appropriate individuals, allied professional and administrative personnel.

Explains, demonstrates, and interprets the role and function of occupation therapy.

Performs other duties as required.

**SUPERVISION RECEIVED:** General direction, working from broad goals and policies only; incumbent participates heavily in setting work objectives.

**SUPERVISION EXERCISED:** No supervisory responsibility. However the incumbent would coordinate activities with other staff

### **JOB SPECIFICATIONS:**

#### **Knowledge and Abilities:**

Thorough knowledge of the principles and practices of professional level occupation therapy work.

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Considerable knowledge of departmental rules and regulations.

Ability to keep professional and technical records.

Skill in the use of craft tools found in occupational therapy.

Ability to plan, organize, assign, supervise, and inspect the work of others.

Considerable understanding of the problems of physically handicapped children, youth and/or adults.

**Minimum Education, Training and Experience Requirements:** Bachelors degree from a college with an educational program in Occupational Therapy accredited by the American Occupational Therapy Association. Must be licensed by the Kentucky Occupational Therapy Board.

**The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.**